

Commissioners:

R. JACK MCKERNAN
Chairman

TONY R. MUSSARE
Vice Chairman

RICHARD MIRABITO
Secretary



MATTHEW A. McDERMOTT
*Director of Administration
and Chief Clerk*

J. DAVID SMITH
Solicitor

Telephone (570) 320-2124
Fax (570) 320-2127

COUNTY of LYCOMING
48 WEST THIRD STREET
WILLIAMSPORT, PA 17701

www.lyco.org
county.commissioners@lyco.org

**Minutes of the Meeting of
October 10, 2019
Board Room, Executive Plaza
Pine Street, Williamsport**

Commissioner McKernan - Present
Commissioner Mussare - Present
Commissioner Mirabito - Present
Director of Administration McDermott - Present

Solicitor Smith - Present

1.0 OPERATIONS

1.1 CONVENE COMMISSIONERS MEETING. Mr. McKernan convened the Commissioners Meeting 10:07 a.m.

1.2 APPROVE THE MINUTES OF THE PREVIOUS MEETINGS. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved the minutes of the previous meeting as they are recorded.

1.3 RECEIVE PUBLIC COMMENTS (AGENDA ITEMS ONLY). Mr. McKernan opened the floor to public comment on agenda items only, and none were received.

2.0 ACTION ITEMS

2.1 APPROVE UPDATE TDA CHANGES. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved.

Controller's office retitle General Accountant pay grade 8/9 to Temporary 2nd Deputy/General Accountant pay grade 8/9.

October 10, 2019

2.2 APPROVE FOLLOWING PERSONNEL ACTIONS. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved.

- Prison – Bryce L. Young – as a full time replacement Correctional Officer Relief- Pay grade CO1 – \$16.81 per hour effective 10/13/19.
- Courts – Karl L. Fry – as a part time replacement Bailiff – Pay grade 2 - \$10.94 per hour effective 10/14/19 not to exceed 1000 hours annually.
- Maintenance – Erica N. Berkheiser – as a full time replacement Custodial Worker- Pay grade 1 -\$10.84 per hour effective 10/14/19.
- Pre-Release - Douglas J. Ellsworth – as a full time replacement Resident Supervisor – Pay grade 6 - \$16.59 per hour effective 10/20/19.
- Controller – Heather M. Lehman - as a full time reclassification Temporary 2nd Deputy/General Accountant – Pay grade 9 - \$44,993.15 annually effective 10/13/19.

2.3 APPROVE ADDENDUM SPRING TOWNSHIP DROP-OFF OFF RECYCLE CONTRACT. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved.

2.4 APPROVE ADDENDUM FRANKLIN TOWNSHIP DROP-OFF OFF RECYCLE CONTRACT. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved.

2.5 APPROVE ADDENDUM PENN TOWNSHIP DROP-OFF OFF RECYCLE CONTRACT. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved.

2.6 APPROVE MINOR SOLID WASTE PERMIT MODIFICATION APPLICATION. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved.

2.7 APPROVE CHANGE ORDER #1 TO AGREEMENT WITH TYLER TECHNOLOGIES FOR INTEGRATION COSTS OF APEX SKETCHING SOFTWARE. A motion by Mr. Mirabito and seconded by Mr. Mussare and passed (3-0), approved.

Mr. McKernan recessed the Commissioners' Meeting at 10:53 a.m.

3.0 SALARY BOARD

3.1 CONVENE SALARY BOARD. Mr. McKernan convened the Salary Board at 11:01 a.m.

3.2 APPROVE UPDATE TO SALARY SCHEDULE. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), approved. Controller's Office retitle General Accountant pay grade 8/9 to Temporary 2nd Deputy/General Accountant pay grade 8/9.

3.3 ADJOURN SALARY BOARD. A motion by Mr. Mussare and seconded by Mr. Mirabito and passed (3-0), adjourned the Salary Board at 10:54 a.m.

Mr. McKernan reconvened the Commissioners' Meeting at 10:54 a.m.

4.0 BOARD of ASSESSMENT REVISION

5.0 REPORTS / INFORMATION ITEMS.

5.1 Commissioners proclaimed October as LIVE United Month with Lycoming County United Way

5.2 Barbara McGary – Lycoming County Review of Budget Allocation Request.

5.3. LCRMS is requesting bids for Seed, Fertilizer and Erosion Control products.

6.0 COMMISSIONER COMMENT.

7.0 PUBLIC COMMENT. Mr. McKernan opened the floor to public comment and none were recorded:

8.0 NEXT REGULARLY SCHEDULED MEETING. Mr. McKernan announced the next regularly scheduled meeting as a work session on Tuesday, October 15, 2019.

9.0 ADJOURN COMMISSIONERS' MEETING. Mr. McKernan adjourned the Commissioners' Meeting.